

12 January 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Resume of Actions Taken to Provide a New Building and Supporting Facilities for PSD on the Headquarters Site.

1. Background: Prior to 1964, the Printing Services Division had been functioning from three widely dispersed locations in Washington [REDACTED]. During the early planning stages of the Headquarters Building, it (PSD) had been included for consolidation in the new building. However, due to fund (and space) limitations placed upon the Headquarters building program by the Congress, consolidation of Printing Services could not be accomplished.

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In May of 1964, Agency executives approved construction for this activity at Headquarters, utilizing the remaining balance of funds (approx. \$1,700,000) from the construction of the Hqs. Bldg. Prior to the beginning of design work by an architect-engineer firm, two actions by the Agency had to be taken. First, a detailed survey and soil borings at the site were necessary. Second, a design report was needed indicating design criteria and requirements which would form the basis upon which an A&E contract could be initiated. These two actions were completed with Agency negotiated contracts with private firms. The completion of the actions, and the acquisition of Bureau of Budget plus Congressional approvals for residual fund utilization, cleared the way for design work negotiations.

2. Design and Construction Agent: GSA/PBS was selected as the design and construction agent for a variety of reasons. First, they had been the executive agent for the Headquarters site. Second, they maintained the Headquarters facility for the Agency after construction was completed. Third, a part of the original construction funds which were to be used for this construction had been transferred to GSA. And fourth, they had the capability and were available to assume responsibility for the construction of the PSD Building.

3. Agreements and Relationship to Agent: On the 10th of December 1964, the Agency (by Mr. Alan M. Warfield, Director of Logistics) and GSA (by Mr. William A. Schmidt, Acting Commissioner, Public Buildings Service) signed a "Memorandum of Understanding and Agreement for Design and Construction Services". This agreement was modified by "Amendment No. 1", dated 27th of September 1965, to provide for "all required plant equipment services not included in the original scope of services (Phase I)".


4. Agency Role: During the design and construction phase of the project, the Agency's role was one of overall direction and executive supervision of GSA/PBS and the A&E. This required a determination of project requirements, transmittal and interpretation of those requirements, and monitoring actions to assure compliance.

After occupancy of the completed facility, Printing Services Division, OL, assumed the management responsibility within the facility, with the Agency assuring the required support for the building.

5. Personnel Involved: No formally structured group was established within the Agency to carry out this project. Four RECD officers were directly involved during the formative stages of the project. These officers were assisted by 7-8 RECD engineers on a periodic part-time basis.

Printing Services Division had a group of 6-7 people nearly full-time on technical aspects of the project.

The Office of Security had two Security Officers directly assigned to this job, and received the part-time assistance of other Security Officers as needed.

  
Engineer  
Building Planning Staff, OL

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**Remarks:**

This material is a background statement on the construction of the present Printing Services Building including copies of the most pertinent pieces of related correspondence. This study was prepared as one piece of background supporting action to our present request for an addition to this present Printing Services Building.

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(20 May 71)

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